Mayor Salvatore Mancini Union Free Public Library and Cultural Center

Technology Plan

2001 – 2006

Technology Mission Statement

The Mayor Salvatore Mancini Union Free Public Library and Cultural Center will provide patron access to services in a wide variety of formats both within the library and from remote locations. These services will include local, national, international and government information as well as databases via the Internet, World Wide Web and a Local Area Network. Both staff and patrons will find these systems easy to use, with fast response times for all systems and networks.

 Technology Assessment: Current Inventory and Operations

Telecommunications:
    1 - Dedicated 56K line to Providence Central Library
    1 – 512K DSL Line
    AdDTran DSU 56/64
    BayNetworks Baystack: Router Advanced Remote Node (Baystack CV1001001)
    Cisco Systems 1000 Series Router
    2 – 3Comm Link Builder FMSII
    1 - BayNetwork Smart Ether Net Switch (Baystacker 450-24T), Model AL 201 2A14
    2 – Nortel Networks Baystack 450-24T Switch
    Paradyne MVL Modem for DSL Line
    Penril Datability Network Terminal Server CSX7100 VCP300 Plus CSX2300

Internal Cabling:
    Category 5 UTP Plenum Cable to 69 drops (Enhanced - Level 7)
    Some dedicated Dynix terminals are still running on coaxial cable.

LAN Equipment
    Servers:
       1 Microtest DiscPort Executive Enterprise Server with Intel Pentium
          200Mhz CPU (dual pentium capable), 128MB RAM, 512KB Cache,
          2GB SCSI System Drive, (14) 24x Hot Dockable CD Drives, Color
          Monitor, Windows NT Operating System, DiscPort Executive for
          NT Software and 50 User Diskport Executive Metering Software
       1 Citrix Winframe Enterprise Server - Compaq Proliant 3000 Server
          With Dual Intel Pentium II 300MHz Processors, 256MB EDO RAM,
          Mirrored 4GB Hot-Swapable HardDrives, Integrated 10/100
          Ethernet Adapter, CD Drive and Citrix Winframe with 30 Client
          Licenses

1 Compaq Proliant 1600, P3/500, 128MB, 512K Server. Microsoft Windows NT4.0, Color Monitor, Compaq 9GB Ultra 2 Hot Plug SCSI Hard Drive and 100 user Websense License to be renewed yearly

Tape Drives:
1 Compaq Internal 4/8GB DAT Tape Drive with (10) 120 Meter Tapes
ArcServe:
1 Cheyenne ArcServe 6.5 Enterprise Edition with Disaster Recovery option
UPS:
2 APC Smart-UPS with Automatic Shutdown Software

Hardware:
50 - Dell OptiPlex GX110 Small Form Factor/Mini Tower Computers
2 - Dell Latitude 800 Laptop Computers,1Ghz PIII w/CD- RW, DVD, NIC installed
1 – Gateway P5/100 (VIP)
4 – PII Celeron
1 – Tandy 1000 Personal Computer SX
1 – Quick Pad - Wireless, portable notepad

Dumb Dedicated Dynix System Terminals:
6 Wyse 60

Other Dedicated (Proprietary) Computers:
1   Future Test dedicated to running that product

Software:
VIP is running Windows 95
Fortress Security
All LAN integrated computers are running Microsoft Office 97 through a
    Windows NT 4.0 setup
PC Reliance
Norton Anti-Virus Enterprise Edition
Circulating CD-ROM collection

Printers/Peripherals:
1 HP LaserJet 4000N
7 HP 6P LaserJet Printers
1 HP Laser Jet 5e (VIP set up)
1 HP 832C color DeskJet Printer
1 HP 880C color DeskJet Printer
3 HP 932C color DeskJet Printers
1 Panasonic KX-P1624
1 Star NX-1001 used with Future Test
1 Epson FX86e

Laser Scanners:
     4 Metrologic Model:MS6720 Wedge

Contracts:
     Cooperating Libraries Automated Network (CLAN) includes DYNIX licensing
     Aegis Associates, Inc. which covers the LAN equipment detailed in this report

Staffing:
Our Technology Coordinator has overall responsibility for the LAN system. There is shared responsibility among the staff for other different systems since nothing we are running is very complicated.

Goals, Objectives, Activities

Expanded Services:

Goal I.

The Mayor Salvatore Mancini Union Free Public Library and Cultural Center has a LAN system with numerous access points.

1. We will continue to support, improve, upgrade and expand our LAN system.

Increase the number of terminals to 70 by Fiscal 2003
Upgrade the system to Windows 2000 and adding switches as needed
Replace the servers with Dell Power Edge 4400 or equivalent servers as recommended by CLAN
Upgrade the LAN workstations to faster processors as needed

Goal II.

The Mayor Salvatore Mancini Union Free Public Library and Cultural Center will continue to expand its range of services by contracting with various information providers for a number of standard library reference sources and tools as well as some specialized databases obtained independently or through group purchases with other CLAN libraries and other cooperative resource sharing ventures..

1. We are currently participating in some group purchasing and will continue to update our plan for providing services most requested by North Providence patrons.

Make an annual needs assessment
Keep abreast of products and vendors
Make agreements for purchases

Goal III.

      The Mayor Salvatore Mancini Union Free Public Library and Cultural
      Center's web site will serve as a gateway to a wealth of local as well
      as global information.

      1. To maintain the currency of local information and expand links to
      relevant resources.
      2. Continue to monitor our site toward "Bobby" compliance.

Goal IV.

      The Mayor Salvatore Mancini Union Free Public Library will position
      itself to be able to respond to our patrons request for computer/Internet
      training.

      1. We received funding for our Computer Lab facilities to support our patrons
      requests for training opportunities.

      We will pursue funds to upgrade the lab workstations and facilities.

Goal V.

      To further expand our word processing note taking services for the public, we
      plan to offer Quick Pad/or AlphaSmart technology both for in library and
      circulating use. These "computer companions" hold about 100 pages of text spread
      across eight files. Your work on them can be sent directly to a printer or to a PC as a text
      document and they are compatible with virtually all current computers and printers.

      Proceed with trial Quick Pad
      Obtain funding for additional Quick Pads – up to 20
      Obtain computer dedicated printers for infrared access from Quick Pad

Internal Wiring

Goal I.
      The Library will install additional drops when needed.

Staffing

Goal I.
      The Library will provide adequate staffing to maintain a high level of service
      using electronic resources.

1. To hire staff specifically for an Audiovisual/Technology Department.

   We have a Full Time Technology Coordinator
   We will continue to explore the possibility of other staff

Training

Goal I.
   The Library will identify and address training needs of both staff and patrons.

   1. To provide staff training both in-house and through relevant workshops
      and courses both on the Internet and in person

      Provide for the Technology Coordinator to receive on-site training from a
         qualified technician as needed
      Send assigned staff to relevant Windows workshops each year
      Send assigned staff to Internet workshops each year

   2. To provide instruction to patrons using library applications.

      Offer individual and group orientation using the World Wide Web.
      Offer group instructions for students using electronic resources.
      Offer informal instruction for individual patrons using electronic
         reference resources

Budget

Goal I.
   The Library will provide adequate funds to increase the level of electronic
   resources each year.

   1. To seek funding from the Town budget, and grants from the State of
      Rhode Island and private foundations.

Maintenance

Goal I.
   The Library will maintain current contracts and add contracts for
   new services as they are purchased.

<u>Evaluation</u>

Goal I.

        The success of the plan will be judged by the ability of the Library to
        meet the goals and objectives as set forth above. The plan will be
        reassessed each year to evaluate progress and modify objectives.

Other Technology Systems/ Equipment:

Video Technology:
While the Library remains committed to providing a wide ranging videocassette collection to our public, we recognize that many are migrating to the DVD format for it's obvious advantage. Thus we have established a DVD collection and will gradually increase the proportion of DVD purchases to video cassette purchases. Our Circulation Department staff has the responsibility of this collection. The equipment currently on hand for this technology consists of

        Videotape Inspection/ Cleaning:
            1 RTI Videotape Inspector/Cleaner Model 490 w /Defect Search 400 Series

        Televisions:
            1 NEC TYPJ 4030EN in Community Room for Meeting use
            1 Panasonic CT-2763wi
            1 Emerson ECT 1900A
            1 Phillips Magnavox Smart Series

        VCRs:
            2 - Toshiba Model No. M-452
            1   GE VCR Plus VG4064

        DVD Player
            Apex Digital AD600A

        Video Cameras:
            1 Panasonic Model PV-320D

 Other Goals related to this technology
            Explore Video Projection again.

 Filmstrips : We continue to maintain a small filmstrip collection for staff and professional only
              - adding to it as needed

 Filmstrip Projectors:
            1 Dukane A-V Matic Filmstrip Projector with cassette included
            1 Dukane 500 Filmstrip Projector w/o sound

Film Projectors:
    1 Kodak Ektagraphic CT 1000 16mm Projector

Slides:
    Slide Projectors:
        1 Kodak Ektagraphic Slide Projector Model AF-2
Screens:
    1 Screen for Films/Slides
Overheads:
        Bell & Howell Overhead Projector

Disk Cleaner
    Skip Doctor MD

Audio Technology: We continue to maintain and expand our Books on Tape collection and have
            recently started a Books on CD collection
    Cassette/Radio/CD Players:
        1 AIWA Model CSD -ES220U
        1 CASIO Model CD -310S
        1 AIWA Model CSD-A110
        1 AIWA Model CSD-PD31U

Microform Technology:
    Microfilm/Microfiche/Reader/Printers:
        1 Minolta RP503

    Microfilm Readers:
        1 Bell & Howell Mark II Microfilm reader

    Microfiche Readers:
        1 Bell & Howell Microfilm Reader (Suitcase type)
        1 Micron 775
        1 Micron 780
        1 MicroDesign 920
        1 Northwest Microfilm 375